

NDOR Local Projects Division
Provisional RC Policy
For Federal-aid Transportation Projects

Requests by LPAs for Provisional Responsible Charge Persons (PRC) will be reviewed on an individual basis by the Local Projects Division. The objective of approving PRCs is to move the project forward so funding can be obligated. Generally, PRCs will be active only during the current work phase of the project. Only by the written approval of the Local Projects Division Head, can a PRC's status be extended through subsequent project phases.

The following conditions apply:

Required PRIOR to Provisional RC approval:

1. RC Pre-qualification form submitted, reviewed and approved by the Quality Management (QM) Section.
2. Written approval by the Quality Management Engineer.
3. Written approval by the Section Head providing oversight for the project.
4. The provisional RC candidate must be on the waiting list for the next available RC training.
5. Online NHI training completed with copies of certificates on file in the QM Section.

NDOR LPD will:

1. Communicate regularly to provide additional support as needed.
2. Provide the PRC with a date certain to complete online RC training through LTAP.
3. The LPD QM Section will follow-up to ensure all training is completed and required documentation in file.